

QuickFund\$

FINAL EVALUATION REPORT: Arts Education Teacher Incentive

Annual Commission Grant period July 1 to June 30 – Final Report due no later than July 31st

Name: _____

Address: _____ City: _____ State: _____ ZIP+4: _____

☐ Check if this is a new address? Organization: _____ Email: _____

Phone: _____ Fax: _____

Social Security Number or EIN Number (*required for payment*) _____

Grant Amount \$: _____ Grant Number: _____

1. Narrative evaluation of the grant (attach additional sheets as necessary)

- Compare the actual accomplishments of the project to those proposed in the application.
- Explain the impact of this grant to applicant/community/region and the challenges encountered.

2. Please submit copies of programs, publicity, and other printed materials. Please submit two photos for publication use (attach photo credit form as needed).

Activity Title _____
Where held _____ Date(s) of attendance _____

3. Actual Expenses: (*retain copies of receipts for fees, lodging, and airfare for three years*)

PROJECT EXPENSES	ICA Grant	Cash Match	Total
Planning Time (# of hours _____)	\$	\$	\$
Fees for Services and Other Expenses (attach detail breakdown)	\$	\$	\$
Travel and Subsistence (allowed for travel beyond a 25-mile radius):			
Airfare, or Mileage (\$.375 rate)	\$	\$	\$
Rental Car (if applicable)	\$	\$	\$
Meals (not to exceed \$30 per day)	\$	\$	\$
Lodging	\$	\$	\$
Other	\$	\$	\$
Total in-kind contributions (<i>attach detail breakdown</i>)		\$	\$
Total Expenses	\$	\$	\$

(Required cash match ratio 1:3)

Application Certification: "I certify that I have complied with the QuickFund\$ guidelines, that I have met the requirements, and that all of the information contained in this report is true and correct to the best of my knowledge."

Signature of Grantee

Date

**FOR ICA
OFFICE
USE
ONLY**

Program Director Review _____

Agency Approval _____

Mail this form to: Idaho Commission on the Arts, PO Box 83720, Boise, Idaho 83720-0008